

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY, April 19, 2022
ONLINE (VIA ZOOM) – COVID-19**

AGENDA

1.0 CALL TO ORDER

1.1 Agenda for the Regular Council meeting of Tuesday April 19, 2022

Recommendation/s: THAT Council approves the agenda for the Regular Council meeting of Tuesday April 19, 2022, as circulated.

2.0 MINUTES

2.1 Minutes for the Regular Council meeting of Tuesday April 05, 2022

Recommendation/s: THAT Council approves the Regular Council meeting minutes of Tuesday April 05, 2022, as circulated.

2.2 Minutes for Tuesday April 5, 2022, Special Council meeting

Recommendation/s: THAT Council approves the Special Council meeting minutes of Tuesday April 05, 2022, as circulated.

3.0 DELEGATIONS AND PRESENTATIONS

3.1 Presentation from Darron Campbell of Cariboo Regional District regarding the proposed regional trails program.

Recommendation/s: THAT Council receives the presentation and update from Darron Campbell regarding the proposed regional trails program.

3.2 Presentation from Katherine St. James – Environmental Assessment Office – Cariboo Gold Project EAO update

Recommendation/s: THAT Council receives the presentation from Ms. St. James regarding the proposed Cariboo Gold Project and the EAO process update.

4.0 CORRESPONDENCE

4.1 Letter from the Wells Barkerville Community Forest regarding Proposed Riverwalk Trial

Recommendation/s: THAT Council receives the letter from the Wells Barkerville Community Forest Board regarding Proposed Riverwalk Trial.

5.0 UNFINISHED BUSINESS

5.1 Zoning Amendment applications for Barkerville Gold Mines

Recommendation/s: THAT Council

1. Receives the staff report regarding the applications for zoning amendment/s and potential Official Community Plan Bylaw amendment/s to support the applicants desired use of the properties.
2. Authorizes proceeding with the two (2) separate applications; and
3. Authorizes staff to issue referrals to external agencies for their review and comments on each separate property as appropriate.

6.0 NEW BUSINESS

6.1 Mayor's Report (verbal updates)

Recommendation/s: THAT Council

Receives the Mayor's verbal updates.

6.2 District of Wells 2022 proposed provisional budget

Recommendation/s: THAT Council

1. Receives the report from District Staff regarding the 2022 Provisional Budget for the District of Wells;
2. Directs staff to publish notice of Public Consultation for the 2022 District of Wells budget to be held May 3, 2022, in advance of the Regular Council meeting that evening.

7.0 BYLAWS

7.1 District of Wells Five Year Financial Bylaw

Recommendation/s: THAT Council

1. Receives the proposed District of Wells 2022-2026 Five Year Financial Bylaw No. 204, 2022, as circulated;
2. Gives First, Second and Third Readings to the District of Wells 2022-2026 Five Year Financial Bylaw No. 204, 2022; and
3. Directs Staff to publish notification of Public Consultation on the District of Wells 2022 – 2026 Five Year Financial Bylaw No. 204, 2022 to be held at the next Regular Council Meeting of Tuesday May 3, 2022.

7.2 District of Wells 2022 Tax Rate Bylaw No. 205, 2022

Recommendation/s: THAT Council

1. Receive the District of Wells 2022 Tax Rate Bylaw No. 205, 2022 and

2. Gives First, Second and Third Readings to the District of Wells 2022 Tax Rate Bylaw No. 205, 2022.

8.0 CONSENT CALENDAR – NIL

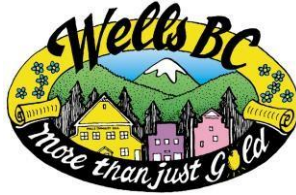
9.0 INFORMATION AND ANNOUNCEMENTS

- 9.1 Council
- 9.2 Staff
- 9.3 Public Gallery – **Questions relating to the agenda.**

10.0 ADJOURNMENT

- 10.1 Adjournment of the Regular Council meeting of Tuesday April 19, 2022.

Recommendation/s: THAT Council at _____ PM adjourns the Regular Council meeting for Tuesday April 19, 2022.



**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY, April 5, 2022
ONLINE (VIA ZOOM) – COVID-19**

MINUTES

ATTENDANCE: Mayor Ed Coleman, Councillors Dorothea Funk, Mandy Kilsby, Jenn Lewis, and Shannon McDonagh

STAFF: Chief Administrative Officer, Donna Forseille; Fire Chief, Carrie Chard; and District Clerk, Lala Cripps

PUBLIC GALLERY: 7

1.0 CALL TO ORDER AT 7:01 PM

Mayor Coleman acknowledged that we are physically and electronically on the indigenous unceded territory for this meeting. He stated he would like a moment of silence for Glen Escott known as the Barkerville Horseman, Randy Moore co-owner of Becker's Lodge and Shashone Topham, who have recently passed away.

1.1 Agenda for the Regular Council meeting of Tuesday April 5, 2022

22-39 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council approves the agenda for the Regular Council meeting of Tuesday April 5, 2022, as amended to add Item 6.3 Green Infrastructure Environment Quality Program which is related to sewer system.

Carried Unanimously

2.0 MINUTES

2.1 Minutes for the Regular Council meeting of Tuesday March 22, 2022

22-40 Councillor Lewis, seconded Councillor McDonagh THAT Council approves the Regular Council meeting minutes of Tuesday March 22, 2022, as circulated.

Carried Unanimously

3.0 DELEGATIONS AND PRESENTATIONS- NIL

4.0 CORRESPONDENCE

4.1 Letter of Request from the Wells-Barkerville Community Forest Board (WBCFB)

22-41 MOVED Councillor Funk, seconded Councillor Lewis THAT Council receives the letter of request from the Wells-Barkerville community Forest Board (WBCFB) to Waive the appointment for an annual auditor and to waive the requirement for an Annual General Meeting.

Resolves:

That the Wells-Barkerville Community Forest Board have an annual financial review with PMT; and
That the Wells-Barkerville Community Forest Board have an annual general meeting in the Fall of each year.

Carried Unanimously

4.2 Letter of Request from the Wells-Barkerville Community Forest Board – UBCM Resolution

22-42 MOVED Councillor Lewis, seconded Councillor Funk THAT Council receives the letter and sample resolution regarding Stumpage rates for the Union of BC Municipalities (UBCM).

Carried Unanimously

4.3 New Pathways to Gold Society Letter of Request

22-43 MOVED Councillor Kilsby, seconded Councillor Lewis THAT Council receives the letter from New Pathways to Gold regarding a request for support; and

Resolves:

That pursuant to the request of the New Pathways to Gold Society (NPTGS) in their letter dated March 2, 2022, Council send a letter of support for the NPTGS work and investments in the region's Gold Rush/Spirit Trails heritage tourism corridor to Premier John Horgan, TACS Minister Melanie Mark and Indigenous Relations and Reconciliation Minister Murray Rankin urging them to continue providing the NPTGS with the stable, ongoing core funding needed for them to continue providing this valuable service.

Carried Unanimously

5.0 UNFINISHED BUSINESS

5.1 Memorandum of Understanding (MOU) with Barkerville Gold Mines

22-44 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council receives the signed Memorandum of Understanding (MOU) between the District of Wells and Barkerville Gold Mines.

Carried Unanimously

5.2 Staff Report and update on the Development Applications submitted for zoning amendments

22-45 MOVED Councillor Funk, seconded Councillor Lewis THAT Council receives the staff report for update and information regarding the submitted Development applications for requested zoning amendments with potential Official Community Plan (OCP) Bylaw amendments as well.

Carried Unanimously

5.3 Change of Co-Chair appointment to the Select Vision and Planning Committee

22-46 MOVED Councillor McDonagh, seconded Councillor Funk THAT Council considers Councillor Lewis's request to change the co-Chairs of the Select Vision and Planning Committee meeting from being

herself and Councillor McDonagh to Mayor Coleman and Councillor McDonagh, allowing Councillor Lewis to stay as a visitor to the Gallery.

Carried Unanimously

6.0 NEW BUSINESS

6.1 Mayor's Written (Draft Concise Business Plan) and Verbal Report (Emergent Items)

Mayor Coleman stated regarding the emergent items he has been meeting with specific leadership partners, examples are the RCMP, overall framework for them, the EMCON regional manager regarding our contract and services, BC Hydro regarding the number of power outages and the shortage of power to our community and the corridor including Barkerville. He stated this has resulted in a meeting with Mayor Simpson, John Messier director of our area of the Cariboo Regional District and there are future meetings with School District 28 for April 25th with board members and two senior administrators and then another School District meeting with the PAC president Dawn Leroy and any members that want to meet. He stated the Draft Concise Business plan is in version 1.9 with version 2.0 being posted soon which will have a lot more refined updated detail. He thanked staff, councillors, and community for helping to refine the document it is becoming a useful tool to communicate with. He referenced Appendix G in the Draft Concise Business Plan and the emergency investments for each of the facilities and factoring the emergent items into our budget and will be having a public meeting on the budget on Tuesday April 19 2022.

22-47 MOVED Councillor Lewis, seconded Councillor Funk THAT Council receives the Mayor's written and verbal report.

Carried Unanimously

6.2 Wells-Barkerville Community Forest Board Appointment

22-48 MOVED Councillor Funk, seconded Councillor McDonagh THAT Council appoints Councillor Lewis to the Wells-Barkerville Community Forest Board.

Carried Unanimously

6.3 Green Infrastructure Environment Quality Program for sewer system

Mayor Coleman stated we have had support from Barkerville Gold Mines with support of an Engineer as it is known that Wells is currently challenged with a non-compliant Sewer Treatment Facility.

CAO, Forseille added that the Infrastructure Canada program is maxed at 73.33 percent of what the funding amount is approved at, which the municipality hopes to partner with Barkerville Gold Mines to assist with the matching funds in regards to this project.

Councillor Funk questioned about the timeline.

CAO, Forseille stated that the application has already been submitted and we need a resolution to finalize the application then the next step is to support the application is to conduct a sewer treatment feasibility study. That study will also help guide us on what plant is best suited for our needs. That report is in the process of accepting bids right now and is estimated to cost approximately \$200,000. Barkerville Gold Mines is also generously assisting with that cost as

well. It is most likely going to take up to three (3) years to complete this process if we are approved. It could be up to one (1) year to find out if our grant application process has been successful.

22-49 MOVED Councillor Funk, seconded Councillor Lewis THAT Council accept the Green Infrastructure Environment Quality Program grant application and

Resolves To:

Support the grant application to Investing in Canada Infrastructure Program - Green Infrastructure and Environmental Quality in the sum of \$6.2 million for the replacement of sewer treatment facility plant.

Carried Unanimously

7.0 INFORMATION AND ANNOUNCEMENTS

7.1 Council

Councillor Lewis stated that Pickleball hours are changing to Thursdays 6-8 pm and Sundays from 4-6 pm.

Councillor Funk stated we should all check Facebook for a collaboration with the Sunset Theatre and Island Mountain Arts music event this weekend on April 9, 2022. As well as excited the fitness center should be opening again, please contact District staff of get your membership.

Mayor Coleman stated he hopes that in May the District will be back to in chambers council meetings with a zoom hybrid mix.

7.2 Staff

CAO Forseille stated the fitness center will be open on April 13, 2022, and staff can be contacted to get memberships. She mentioned the District of Wells is looking for staff for positions of Janitor, Public Works-supervisor, and helpers. She has asked that everyone please share the information. Clerk Cripps thanked everyone for coming.

7.3 Public Gallery – **Questions relating to the agenda.**

No comments.

9.0 ADJOURNMENT

9.1 Adjournment of the Regular Council meeting of Tuesday April 5, 2022.

22-50 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council at 7:41 PM adjourns the Regular Council meeting for Tuesday April 5, 2022.

Donna Forseille, CAO

Ed Coleman, Mayor

**DISTRICT OF WELLS
SPECIAL COUNCIL MEETING
Tuesday April 5, 2022
Via ZOOM (Online)**

MINUTES

ATTENDANCE: Mayor Ed Coleman, Councillors Dorothea Funk, Mandy Kilsby, Jenn Lewis, and Shannon McDonagh

STAFF: Chief Administrative Officer, Donna Forseille

SPECIAL GUESTS: 0

PUBLIC GALLERY: 0

A. CALL TO ORDER AND AGENDA ADOPTION AT 1:00pm

1. Agenda for the Special In-Camera Council meeting of Tuesday April 5, 2022
SC22-06 MOVED Councillor Lewis, seconded Councillor McDonagh **THAT** Council approves the Agenda for the Special In-Camera Council Meeting of Tuesday April 5, 2022, as circulated and convenes into a Special In-Camera council meeting for Tuesday April 5, 2022.

At 1:03PM, THAT, pursuant to Sections 90 (1) (a),(c), (d), (i),(j), (k) and (l) of the Community Charter, the following portion of this meeting is closed to the public to discuss matters related to:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*
- (c) labour relations or other employee relations;*
- (d)the security of the property of the municipality;*
- (i)the receipt of advice that is subject to solicitor-client privilege, including Communications necessary for that purpose;*
- (j)information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Privacy Protection Act;*
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.*
- (l)discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report]*

Carried Unanimously

B. RECALL TO ORDER AND REPORT

SC22-07 MOVED Councillor Kilsby, seconded Councillor McDonagh **THAT**, the Special Council meeting of Tuesday March 15, 2022 be recalled to order and **THAT** Council reports out the following resolutions from the Special In-Camera Council meeting:

SICCOW22-07 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council reports out the presentation by Darron Campbell of the Cariboo Regional District regarding a proposed Regional Trail Development.

Carried Unanimously

Carried Unanimously

E. ADJOURNMENT:

SC22-08 MOVED Councillor Kilsby, seconded Councillor McDonagh **THAT** the Special Council meeting of Tuesday April 5, 2022 be adjourned at 4:56PM

Carried Unanimously

Donna Forseille, CAO

Ed Coleman, Mayor

Date: 30/03/2022

To: District of Wells, Mayor and Council

And To: Donna Forseille, Chief Administrative Officer

From: Darron Campbell, Manager of Community Services, Cariboo Regional District

Date of Meeting: April 5, 2022

File: [Click here to enter text.](#)

Short Summary:

Proposed Establishment of a Regional Trails and Parks Service

Background:

The following is background on the proposed establishment of a Regional Trails and Parks function for the Cariboo Regional District, which would provide benefit to and include all 12 electoral areas and four municipalities in the Region.

This information was initially presented to Cariboo Regional District Board in July 2020, which directed staff to engage with municipal partners and determine level of support and procure a participating resolution as possible.

To date, the Regional District has received a response from the District of 100 Mile House Council, which resolved not to be a participating area of the proposed regional service. The District of 100 Mile House represents about 4.2% of the regional requisition for the new service.

The City of Quesnel Council also passed a resolution in September 2021 not to participate in a regional service as proposed, but is willing to participate a sub-regional service focused on the north Cariboo subject to the governance and management model. Quesnel represents about 14.4% of the proposed regional requisition.

This presentation has also been received by City of Williams Lake Council and follow-up meetings with city and regional district staff are planned to continue the discussion and clarify details. The City of Williams Lake represents about 15.2% of the regional requisition for the service.

For context, the District of Wells represents 0.22% of the overall regional taxable assessment and this would amount to a contribution of about \$415 towards the initial proposed \$200,000 budget for the new regional trails service.

The information as follows is intended to be 'guiding principles' for a Regional Trails and Parks function that will assist in the service development process and is brought forward to support understanding and confirmation of area participation prior to final service establishment by the Regional District Board.

Currently, the Regional District has no mandate, service structure or budget for supporting the development and management of trails and parks, except within sub-regional recreation functions that exist immediately surrounding the municipalities of Quesnel, Williams Lake and 100 Mile House. Some limited project-based support from the Regional District has been provided through grants and various economic development budgets, but this structure is not efficient or sustainable nor is it adequate to properly facilitate significant growth and management of regional trail networks.

Legislative Requirements for Service Establishment

A majority of Regional Districts in BC have regional parks and trails functions – but there are very different service levels depending on the number of properties, overall purpose and corporate priority. Most areas seem to have regional park functions that were established by letters patent in the 1970's and then were transitioned to establishment bylaws through a basic administrative process. None of the other Regional Districts contacted required or utilized a public assent process for establishment of their services.

The neighbouring regional districts to the Cariboo have parks and trails functions including Fraser Fort George, Thompson Nicola, Bulkley Nechako and Peace River. Well-developed regional functions are also common in the Okanagan and Kootenays.

The legislative background and process for establishing a regional trails and parks service is contained in the Local Government Act and also through consultation and experience with Ministry of Municipal Affairs staff.

From the LGA, a regional trails and parks function does not require a tax requisition limit in the establishment bylaw.

As a no requisition limit bylaw, establishment of the service does not require public assent, such as a region-wide referendum or alternative approval process.

Consent for the proposed establishment bylaw can be given by participating electoral area directors and through council resolution for member municipalities.

Although not directly clarified in the LGA, it is standard practice that regional trails and parks are free for public use, for example, there can't be a charge for access to cross country skiing or hiking. Most sites are day-use only without overnight camping and some regional parks do have fees and charges for special event bookings such as weddings or film-making.

Guiding Principles for establishing a Cariboo Regional District Trails and Parks Service

It is intended that the establishment of a regional function include all electoral areas and municipalities of the Regional District. This broad scope avoids future development location limitations as well as budget conflict regarding where taxation is occurring and where it is not when compared to residents, businesses and user groups benefiting from services provided.

It is intended that the new regional function avoid as much as possible overlap and duplication with trail support services currently included under existing sub-regional recreation functions, such as the mountain bike networks in the north and central Cariboo and at individual properties such as Kostas Cove and Claymine in the north Cariboo and Scout Island in the central Cariboo. It is expected these situations will be dealt with on a case-by-case basis to determine if they are more appropriately under sub-regional recreation or managed as part of the regional function - as long as it's not both.

Avoiding duplication while working in partnership with Rec Sites and Trails BC and with existing municipal trail systems is also important.

Staff recommend taking a moderate, 'organic' approach to the long-term development of a regional trails and parks service. In other words, the establishment process would not begin with an all-encompassing master plan process that seeks out properties and projects to create, which raises expectations and creates confusion with stakeholders.

Rather, the function could be established quickly and simply and the budget and staffing resources acquired to address the immediate priorities that are driving the current discussion. These immediate project priorities would be:

1. The initial focus is on development and ongoing management of regional trails as well as connecting and growing existing trail networks.

This is consistent with the scope other regional districts have undertaken, particularly when utilizing old rail bed corridors. The Cariboo is reasonably well served by smaller, localized trail networks, such as the mountain bike or motocross networks, that are managed by specific user groups while providing broader benefits. Longer trails that cover extensive geography and cross many jurisdictions are much more difficult to establish and maintain and would be a unique priority for the proposed regional trails service.

2. A second focus is on expansion and management of the growing regional wheelchair accessible wilderness trail network.

These trail projects have been coordinated and funded by grants acquired by the Regional District since 2008. To date, all trail project locations have required a community partner to hold land tenure and/or undertake regular maintenance of the completed trail. With a trails and parks service, the Regional District could hold these tenures directly as well as provide contract maintenance funding as required. This would remove significant barriers that currently limit expansion of the low mobility trails concept.

3. A third focus is awareness and planning through engagement of key recreation organizations to determine support and priorities for activities such as cycling, equestrian, hiking and motorized trail use. All areas of the region have active non-profit groups that can be contacted and engaged.

4. A fourth priority is engaging First Nations to develop partnerships both at the concept and strategic level as well as the ground-level with respect to construction and maintenance. Several First Nation communities are also developing trail networks and training crews for ongoing maintenance. A regional trails function is an excellent opportunity to build positive relationships with various First Nation communities.

Longer term goals for future consideration

1. The current proposal is not being driven by public requests for more parks or day-use picnic sites and the region is well served by properties managed by Rec Sites and Trails BC and BC Parks. If regional park opportunities do arise, they can be individually reviewed for feasibility and considered for inclusion and development on a case-by-case basis.

2. At this time, the primary function and mandate of the service is regional recreation trails and not point-to-point active transportation routes, which are designed to offer an alternative to motor vehicle travel. Although these alternative travel options are a public desire in many areas of the region, it is also an unresolved mandate concern, particularly with the Ministry of Transportation and Infrastructure, which is provincially responsible for the safe movement of people within road right-of-way corridors, particularly along major highways and in rural areas.

3. Similar to the issue with active transportation routes, boat launches and public access points to lakes and rivers currently fall under the provincial mandate of either the Ministry of Transportation or Rec Sites and Trails BC. Many MOTI access points were established during land subdivision and then gradually developed into semi-functional boat launches, despite the fact that neither adequate parking nor proper launching infrastructure is in place. Many of these locations represent a significant liability and a specific feasibility review should be undertaken prior to regional district involvement through the trails and parks function. That said, there may on occasion be the opportunity for new property development for lake access that can be connected to a regional park or trail asset, which is appropriately within the mandate of the parks and trails function.

4. The service may also acquire lands set aside to the Regional District during the property subdivision process. Development and management of these lands will not be an immediate priority but can be considered a potential long-term goal.

Business Plan Goals and Budget

If the establishment of a new trails and parks service is in place for 2023, the following goals and actions could be included in the initial budget.

There are several funding contribution arrangements which make logical sense to be transferred from an existing function to a new trails and parks service.

These administrative items proposed to be transferred to the new regional budget include: The trail maintenance contribution agreement with the Williams Lake Cycling Club (\$20,000 per year) which is currently in Central Cariboo Recreation and the agreement with the Gold Rush Cycling Club (\$15,000 per year) which is in North Cariboo Recreation.

The trail development contribution with community groups in the east Cariboo, such as Likely, Horsefly and Big Lake (up to \$10,000 total per year) which is currently in the Central Cariboo Economic Development budget.

The tourism site infrastructure (outhouses and garbage cans) maintenance contributions with groups in the north Cariboo (\$5,000 per year), which is currently in the North Cariboo Economic Development budget.

The highway rest stop park contribution to the Lone Butte historical site and washrooms (\$3,000 per year), which is currently in the South Cariboo Economic Development budget.

Delivery of the new trails and parks service will require a new staff position and the estimated full cost for this is \$100,000 including wages, travel, technology and basic operating budget.

Along with these budget items, funding for specific goals may be included to help make progress on key strategic goals. These costs are primarily targeted at utilizing consulting services or for grant-matching requirements.

Specific budget goals:

1. Engagement, development and operational support for a cross regional cycling trail (\$20,000).
2. Review and engagement on other cross regional trails such as the Cariboo Waggon Road concept, snowmobile routes, dog sled runs and backcountry horse trails. (\$20,000).
3. Wheelchair accessible wilderness trails – identifying new opportunities for development that were previously limited without a regional trails function (\$10,000).
4. Review of public access points and boat launches on popular lakes for logical opportunities that complement and don't conflict with the mandate of Rec Sites and Trails BC or MOTI. Budget (staff time only as a first step).

The budget total for the goals and actions detailed above is \$188,000, with flexibility for increasing contribution agreements and consideration of contingency, it is recommended that the 2023 budget for a new trails and parks service be established at \$200,000 per year.

With this requisition level established over the entire Regional District, including member municipalities and based on land and improvements, the residential tax rate would be less than \$1.65 per \$100,000 of assessed value.

If the municipalities of 100 Mile House and Quesnel do not participate in the new service, the residential tax rate for the remaining areas would be about \$2.00 per \$100,000 of assessed value.

Attachments:

None.



PO Box 69
Wells BC V0K 2R0

April 14, 2022

By email
c/o Admin1@wells.ca

Mayor and Council
District of Wells
4243 Sanders Street
PO Box 219
Wells BC V0K 2R0

Re: Proposed Riverwalk Trail

We are seeking authorization from the province to develop a trail along the bank of the Willow River from the Blair Bridge to the Hardscrabble Bridge. We respectfully request a letter of support from the District of Wells.

A description of the trail and of the work required to develop it is attached, as is an orthophoto of Wells with the route of the proposed trail superimposed.

This proposal is also being referred to Lhtako Dene.

We're aware that work on the sewage lagoon will probably require the temporary closure of a portion of the Sugar Creek Loop Trail sometime in the next few years, but that will be downstream from the trail development we're proposing.

Sincerely,

Ian Macdonald, President

The proposed Wells Riverwalk Trail

April 2022

The Wells Riverwalk is a proposed trail along the bank of the Willow River that would extend from the Blair Bridge to the Hardscrabble Bridge.

The trail would provide an important connection to the network of hiking, mountain biking and ski trails in the community forest to the north. These recreation trails are a significant amenity for the residents of Wells, but they are far more than that: they bring visitors to the community and help strengthen and diversify the local economy. Any improvement or expansion of the trail network can increase the number of people who visit Wells to hike, bike or ski, and, potentially, purchase meals, accommodation, and other goods and services in the community.

The proposed trail along the river would be the most picturesque of these trails. And: by connecting with existing trails the proposed trail would enable trail users to follow any of several loops, returning to their starting point on a different trail than the one they started on.

The proposed new trail would connect to an existing trail that extends from the Willow River bridge on the Barkerville Highway in Wells north along the east bank of the river to the Blair Bridge.

From the Blair Bridge an existing snowmobile trail continues downriver on the west bank. In summer the first 100 meters or so of this trail is dry and quite suitable for walkers, hikers, cyclists and mountain bikers. Where the snowmobile trail leaves the river to continue northwest it crosses "the meadow", and here the proposed new trail would divert from the snowmobile trail and continue along the riverbank.

Much of the meadow is covered with water in summer, but the riverbank is higher than the meadow because silt is deposited on the riverbanks during exceptionally high water, so that the riverbanks are natural levees. The proposed two meter wide trail along the bank would be dry and require little or no surfacing.

Extending downriver the proposed trail would cross the new boardwalk and continue along the riverbank to rejoin the snowmobile trail where it reaches drier ground at the west end of the meadow. From there summertime trail users would be able to continue downriver along the snowmobile trail to the Hardscrabble Bridge.

Clearing the proposed trail would only involve the removal of some willow, the lowest branches of some mature spruce, and a small number of the crowded and stunted immature spruce. Most of the immature spruce would be left and, with less crowding, would resume growing. Willow between the trail and the riverbank will be left, as well, to deter erosion.

Benches along the trail will offer trail users a place to pause and enjoy the views of the river and the mountains beyond.

Wells-Barkerville Community Forest Ltd proposes to partner with Wells and Area Trails Society to develop the trail, and the community forest would take full responsibility for maintenance of this trail in years to come.

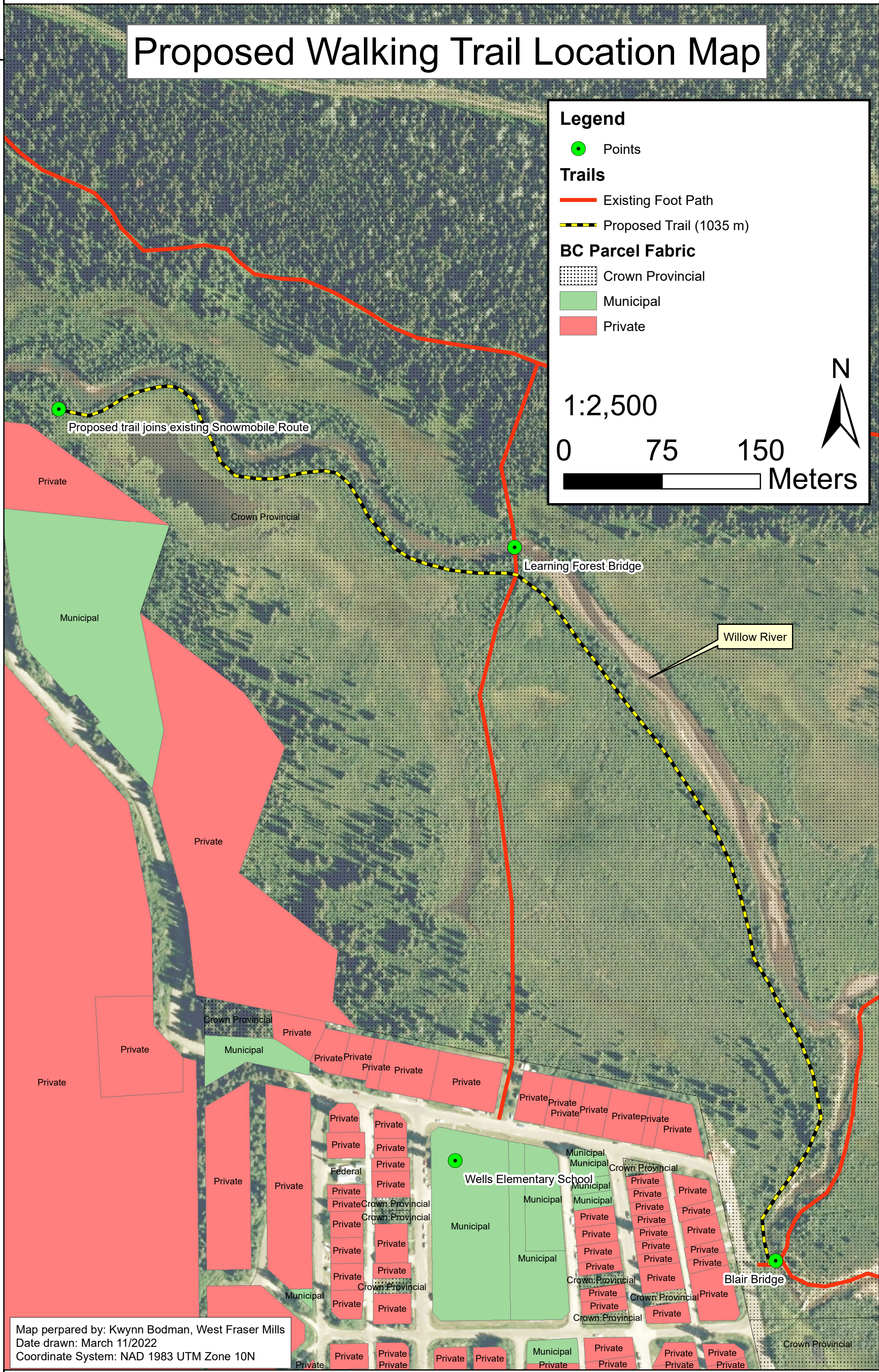
Proposed Walking Trail Location Map

Legend

- Points
- Trails**
 - Existing Foot Path
 - - - Proposed Trail (1035 m)
- BC Parcel Fabric**
 - ▨ Crown Provincial
 - Municipal
 - Private

1:2,500

0 75 150 Meters



Proposed trail joins existing Snowmobile Route

Learning Forest Bridge

Willow River

Wells Elementary School

Blair Bridge

Map prepared by: Kwynn Bodman, West Fraser Mills
Date drawn: March 11/2022
Coordinate System: NAD 1983 UTM Zone 10N

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District of Wells

Meeting Date	April 19, 2022
Report Date:	April 13, 2022
Memo to:	Mayor and Council
From:	Donna Forseille, Chief Administrative Officer
Subject:	Development Application – Zoning Amendments

Purpose/Issue:

The purpose of this report is to inform Council of the recent Development Application received by staff and update Council.

At the Regular Council meeting for Tuesday April 5, 2022, Council received Staff Report and the two (2) Development Applications in efforts of Council receiving the applications for review and consideration prior to moving forward to the next steps, which would be steps 3 – 5 as outlined:

1. Pre-Application Meeting
2. Zoning Amendment Application Submission - If does not comply with Official Community Plan (OCP) also requires OCP amendment.
3. Report to Council requesting authorizing draft amendments
4. Council authorizes (proceed to #5) or Council rejects (Do NOT proceed)
5. Application referred to internal departments and external agencies for review and comment
6. Report to Council introducing draft amendments and obtaining consultation requirements
7. 1st reading of amendment bylaw
8. 2nd reading of amendment bylaw
9. Public Consultation
10. Public Hearing - After the Public Hearing Council may not hear any new discussion before making a decision.
11. 3rd reading of amendment bylaw
12. Additional Signatures required obtained (i.e. Transportation)
13. Final reading of bylaw

The first application is for 12566 Barkerville Highway, which is currently zoned “CW” (Commercial), to have an approved zoning amendment to allow for “R1” (Residential) zoning. The property currently consists of a single-family residential home with RV lots. The applicants wish to subdivide the property into five (5) residential lots to allow for Residential dwellings on each lot.

The second application is for 3810 Ski Hill Rd., which is currently zoned “RR2” (Rural Residential) zoning, to have an approved zoning amendment to allow for “M2” (General Industrial). The property currently has a Temporary Use Permit (TUP) to allow for onsite storage of existing fuel tank. The applicants wish to amend the zoning to allow for the transition of the TUP into regular usage for light commercial and camp fuel storage continuance.

Each application must carry out the same process individually and cannot be combined.

At this time steps 1 and 2 have been completed.

Staff have reached out to the applicants to update them on the process and discuss the next steps forward. Step 3 will be for Council to authorize staff to draft the amendments to the Zoning Bylaw. As part of step 5 the municipality will require referrals from external agencies including but not limited to Ministry of Transportation (MOTI) and utility companies. (Any zoning changes or land use changes within 800 m of the Highway requires referral to MOTI).

Staff anticipate requesting Council's authorization to proceed to steps 6-8 in mid-May 2022, once referrals and recommendations are received by staff.

Legal Considerations:

District of Wells OCP Bylaw No. 106,2010 and Zoning Bylaw No. 26, 2000

Options / Recommendations:

1. Receives the staff report regarding the applications for zoning amendment/s and potential Official Community Plan Bylaw amendment/s to support the applicants desired use of the properties;
2. Authorizes proceeding with the two (2) separate applications; and
3. Authorizes staff to issue referrals to external agencies for their review and comments on each separate property as appropriate.

Respectfully submitted by

Donna Forseille
Chief Administrative Officer

Attachments: 12566 Barkerville Highway application- Zoning amendment
3810 Ski Hill Rd. application- Zoning amendment



...an Official British Columbia
Gateway Community

AGENT AUTHORIZATION FORM

PROPERTY LEGAL DESCRIPTION:

Street Address: 3810 Ski Hill rd

Legal Description: Lot 2 DL 391 Cariboo District Plan PGP 35856

DOW Roll # 391: 01480.025

Parcel ID#: 017-589-517

Zoning: RR2

Land Use: Room & Board, Fuel tank storage.

Please Print:

Property Owner: Barkerville Gold Mines Ltd

Property Owner: _____

The undersigned, registered property owners of the above noted property, do hereby authorize

Dawn Leroy, of Realize It
(Contractor/Agent) (Name of consulting firm)

to act on my behalf and take all actions necessary for the processing, issuance and acceptance of this permit or certification and any and all standard and special conditions attached.

Property Owner's Address (if different than property above):

365 Bay Street, Suite 400 Toronto Ontario

Telephone: 604 722 6496

We hereby certify that the above information submitted in this application is true and accurate to the best of my/our knowledge.

Authorized Signature

Chris Keith
Authorized Signature

Date

Date



District of Well
 Mail: PO Box 219
 Address: 4243 Sanders Ave.
 Wells, BC V0K 2R0

Tel: (250) 994-3330
 Fax: (250) 994-3331
 email: clerk@wells.ca

DEVELOPMENT APPLICATION FORM

1. APPLICATION TYPE – Please select one of the following:

- Official Community Plan Amendment
- Zoning Amendment
- Combined Official Community Plan & Zoning Amendment
- Development Permit
- Development Variance Permit

- Land Use Contract Amendment
- Subdivision
- Strata Title Subdivision
- Temporary Industrial Use Permit
- Temporary Commercial Use Permit

2. REGISTERED OWNER(S)/APPLICANT INFORMATION

Applicant: Registered Owner Authorized Agent
 Applicant Name: Dawn Leroy
 Address: PO Box 253, Wells BC
 Signature: Dawn

Phone: 250 994 6803
 Postal Code: V0K 2R0
 Date: Nov 1, 2021

NOTE: If the applicant is not Registered Owner, then a letter authorizing the agent or the Registered Owner' information and signature shall be provided below.

Registered Owner's Name: Barkerville Gold Mines Ltd
 Address: 365 Bay St, Suite 400, Toronto, ON
 Signature: _____

Phone: 250 994 0002
 Postal Code: M5H 2V1
 Date: _____

3. PROPERTY INFORMATION

Subject Property Address: 3810 SKi Hill road
 Legal Description: Lot 2 DL 391 Cariboo District Plan PGP 35856 PID 017-589-517
 Roll Number: 39101480.025 Present Zoning: Residential RR2
 Present Official Community Plan Designation: _____
 Present Use: Light Commercial, Camp Fuel storage, Quonset

4. APPLICATION INFORMATION

Description of the Application: Zoning Amendment to M2 General Industrial

Reasons and comments in support of the application (use a separate sheet if necessary): _____

To allow for onsite storage of existing Fuel tank
Transition from temporary use permit

5. ATTACHMENTS: As stated in the Project Information Form, the required plans are to be submitted with the application.

For Office Use Only:

Application No: _____
 Application Fee: _____
 Received By: _____

Date: _____
 Receipt No: _____
 Signature: _____

Schedule Terms



District of Well
 Mail: PO Box 219
 Address: 4243 Sanders Ave.
 Wells, BC V0K 2R0

Tel: (250) 994-3330
 Fax: (250) 994-3331
 email: clerk@wells.ca

DEVELOPMENT APPLICATION FORM

1. **APPLICATION TYPE** – Please select one of the following:
- Official Community Plan Amendment
 - Zoning Amendment
 - Combined Official Community Plan & Zoning Amendment
 - Development Permit
 - Development Variance Permit

- Land Use Contract Amendment
- Subdivision
- Strata Title Subdivision
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- Temporary Commercial Use Permit

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Applicant: Registered Owner Authorized Agent
 Applicant Name: Dawn Leroy
 Address: PO Box 253, Wells BC
 Signature: Dawn

Phone: 250 994 6803
 Postal Code: V0K 2R0
 Date: Nov 1, 2021

NOTE: If the applicant is not Registered Owner, then a letter authorizing the agent or the Registered Owner' information and signature shall be provided below. Text

Registered Owner's Name: Barkerville Gold Mines Ltd
 Address: 365 Bay St, Suite 400, Toronto, ON
 Signature: [Signature]

Phone: 250 994 0002
 Postal Code: M5H 2V1
 Date: Nov 8 2021

3. **PROPERTY INFORMATION**

Subject Property Address: 3810 SKi Hill road
 Legal Description: Lot 2 DL 391 Cariboo District Plan PGP 35856 PID 017-589-517
 Roll Number: 39101480.025 Present Zoning: Residential RR2
 Present Official Community Plan Designation: _____
 Present Use: Light Commercial, Camp Fuel storage, Quonset

4. **APPLICATION INFORMATION**

Description of the Application: Zoning Amendment to M2 General Industrial

Reasons and comments in support of the application (use a separate sheet if necessary):

To allow for onsite storage of existing Fuel tank
 Transition from temporary use permit

5. **ATTACHMENTS:** As stated in the Project Information Form, the required plans are to be submitted with the application.

For Office Use Only:

Application No: _____
 Application Fee: _____
 Received By: _____

Date: _____
 Receipt No: _____
 Signature: _____

Zoning and OCP Amendment Map of property:





District of WELLS

P.O. Box 219
Wells, B.C. V0K 2R0
Tel: (250) 994-3330
Email clerk@wells.ca

PROJECT INFORMATION FORM

for Development Permits, Development Variance Permits, and Temporary Use Permits

The information requested in this form is required to expedite the application and assist the staff in preparing a recommendation.

1. DESCRIPTION OF THE APPLICATION

Present use of the site: Light Commercial, Temp Camp, Fuel Storage, Quonset

Please give a full description of the proposed use/development: To allow for onsite storage of existing fuel tanks
Transition from Temporary Use Permit

Approximate Commencement Date of Proposed Project: December 1, 2021

2. ATTACHMENT PLANS

The applicant shall confirm with the District which of the following attachments are required. If additional information is required the applicant shall be notified.

This section to be filled out in consultation with Development Services staff

Yes No A dimensioned Sketch Plan drawn to a scale of _____ to _____ showing the location of existing building structures and uses.

Yes No A dimensioned Site Development Plan to a scale of _____ to _____ showing the proposed use, existing building structures, highway access, etc.

Yes No A Contour Map (Plan) drawn to a scale of _____ to _____ with contour interval of _____, of the subject site or a dimensional cross-section sketch of the property.

Yes No Dimensional elevations of the building facades which face the street or alley at a scale of _____ to _____.

Yes No A dimensioned Sketch Plan drawn to a scale of _____ to _____ of the proposed subdivision, where subdivision (small or large) is contemplated.

Yes No Technical information or reports and other information required to assist in the preparation of the application, listed below:

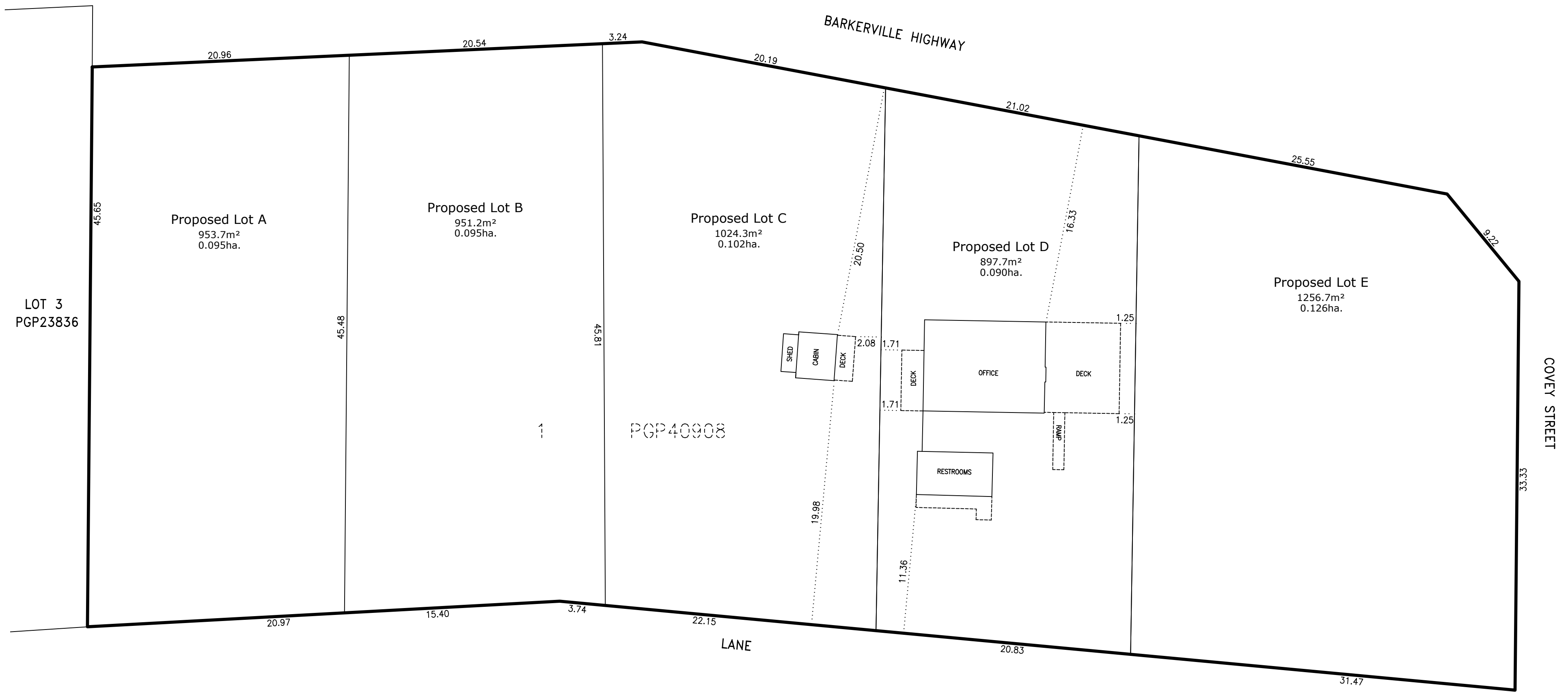
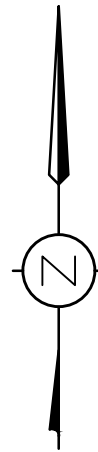
PROPOSED SUBDIVISION PLAN OF
 LOT 1 DISTRICT LOT 131 CARIBOO DISTRICT
 PLAN PGP40908

93H.013



All distances are in metres

THE INTENDED PLOT SIZE OF THIS PLAN IS 560mm IN WIDTH BY 432mm IN HEIGHT (C SIZE) WHEN PLOTTED AT A SCALE OF 1:250.



THIS PLAN IS BASED ON THE FOLLOWING LAND TITLE AND SURVEY
 AUTHORITY OF BC RECORDS:
 PGP40908

THIS PLAN LIES WITHIN THE DISTRICT OF WELLS.
 THIS PLAN LIES WITHIN THE CARIBOO REGIONAL DISTRICT.
 DRAFTED ON THE 19th DAY OF OCTOBER, 2021



#100-275 Lansdowne St.
 KAMLOOPS, BC, V2C 1X8
 TEL:250-374-5331
 DRAWN BY: SK
 DRAWING NO: 2102325-Proposed Sub
 FILE NO: 2102325
 FB: -- P: --



...an Official British Columbia
Gateway Community

AGENT AUTHORIZATION FORM

PROPERTY LEGAL DESCRIPTION:

Street Address: 12566 Barkerville Hwy

Legal Description: Lot 1 DL 131 Cariboo District Lot 131 Plan PGP 40908

DOW Roll # 391: 01473.002 Parcel ID#: 003 677 007

Zoning: Commercial Land Use: 1sty house & RV Park

Please Print:

Property Owner: Barkerville Gold Mines Ltd

Property Owner: _____

The undersigned, registered property owners of the above noted property, do hereby authorize

Dawn Leroy, of Realize It
(Contractor/Agent) (Name of consulting firm)

to act on my behalf and take all actions necessary for the processing, issuance and acceptance of this permit or certification and any and all standard and special conditions attached.

Property Owner's Address (if different than property above):

Suite 300-1100 Avenue Des Canadiens-de Montreal Qc

Telephone: 604 722 6496

We hereby certify that the above information submitted in this application is true and accurate to the best of my/our knowledge.

Authorized Signature

Date

Chris Ludke

Authorized Signature

Date



District of WELLS

P.O. Box 219
Wells, B.C. V0K 2R0
Tel: (250) 994-3330
Email clerk@wells.ca

PROJECT INFORMATION FORM

for Development Permits, Development Variance Permits, and Temporary Use Permits

The information requested in this form is required to expedite the application and assist the staff in preparing a recommendation.

1. DESCRIPTION OF THE APPLICATION

Present use of the site: Single Family Home and RV Campground

Please give a full description of the proposed use/development: Development of 4 additional single family homes

Approximate Commencement Date of Proposed Project: June 1st 2022, subject to subdivision process completion

2. ATTACHMENT PLANS

The applicant shall confirm with the District which of the following attachments are required. If additional information is required the applicant shall be notified.

This section to be filled out in consultation with Development Services staff

- | | | |
|-----|----|--|
| Yes | No | A dimensioned Sketch Plan drawn to a scale of _____ to _____ showing the location of existing building structures and uses. |
| Yes | No | A dimensioned Site Development Plan to a scale of _____ to _____ showing the proposed use, existing building structures, highway access, etc. |
| Yes | No | A Contour Map (Plan) drawn to a scale of _____ to _____ with contour interval of _____, of the subject site or a dimensional cross-section sketch of the property. |
| Yes | No | Dimensional elevations of the building facades which face the street or alley at a scale of _____ to _____. |
| Yes | No | A dimensioned Sketch Plan drawn to a scale of _____ to _____ of the proposed subdivision, where subdivision (small or large) is contemplated. |
| Yes | No | Technical information or reports and other information required to assist in the preparation of the application, listed below: |



District of Well
 Mail: PO Box 219
 Address: 4243 Sanders Ave.
 Wells, BC V0K 2R0

Tel: (250) 994-3330
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DEVELOPMENT APPLICATION FORM

1. APPLICATION TYPE – Please select one of the following:

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- Zoning Amendment
- Combined Official Community Plan & Zoning Amendment
- Development Permit
- Development Variance Permit

- Land Use Contract Amendment
- Subdivision
- Strata Title Subdivision
- Temporary Industrial Use Permit
- Temporary Commercial Use Permit

2. REGISTERED OWNER(S)/APPLICANT INFORMATION

Applicant: Registered Owner Authorized Agent
 Applicant Name: Dawn Leroy
 Address: 4389 Blair Ave, Wells
 Signature: Dawn

Phone: 250 994 6805
 Postal Code: V0K 2R0
 Date: Nov 18, 21

NOTE: If the applicant is not Registered Owner, then a letter authorizing the agent or the Registered Owner' information and signature shall be provided below.

Registered Owner's Name: Barkerville Gold Mines Phone: 250 994 0002
 Address: Suite 300-1100 Ave Des Canadiens Postal Code: H3B 2S2
 X Signature: [Signature] Chris Lodder Date: Nov 18, 2021

3. PROPERTY INFORMATION

Subject Property Address: 12566 Barkerville Hwy
 Legal Description: Lot 1 DL 131 Cariboo Regional District Plan
 Roll Number: 014 73 002 Present Zoning: Commercial (CW)
 Present Official Community Plan Designation: CW
 Present Use: Single Family Home and RV campground

4. APPLICATION INFORMATION

Description of the Application: Rezoning From Commercial (CW) to Residential (R1)

Reasons and comments in support of the application (use a separate sheet if necessary):

To support Application For subdivision for single Family homes residential development

5. ATTACHMENTS: As stated in the Project Information Form, the required plans are to be submitted with the application.

For Office Use Only:

Application No: _____
 Application Fee: _____
 Received By: _____

Date: _____
 Receipt No: _____
 Signature: _____



District of Wells

Meeting Date	April 19, 2022
Report Date:	April 11, 2022
Memo to:	Mayor and Council
From:	Donna Forseille, Chief Administrative Officer
Subject:	Proposed 2022 Provisional Budget for the District of Wells

Purpose/Issue:

To seek Council consideration for the proposed 2022 Budget for the District of Wells.

The District of Wells is annually required to produce a Budget and financial plan projecting the District's operational and capital revenues and expenditures for the next year. The District's annual budget provides the foundation upon which the five-year financial plan is built and should therefore be as up-to-date and accurate as possible. As part of the process to develop the 2022-2026 financial plan for the District the annual budgets for the last three years were reviewed (i.e. 2019, 2020, and 2021) to help confirm baseline operational and capital financial requirements.

Prior to approving the 2022 District of Wells Budget, Council must obtain public input. Staff recommend that a public consultation regarding this year's budget be held on Tuesday May 3, 2022, in advance of the Regular Council meeting.

Budget, Policy, Staffing:

As outlined above.

Legal Considerations:

Options / Recommendations:

Staff **recommends THAT** Council:

1. Receives the report from District Staff regarding the 2022 Provisional Budget for the District of Wells;
2. Directs staff to publish notice of Public Consultation for the 2022 District of Wells budget to Be held May 3, 2022 in advance of the Regular Council meeting that evening.

Respectfully submitted by

Donna Forseille
Chief Administrative Officer

Item	2021 Provisional	2021 Actual	2022 Provisional	2022 Actual
Revenue				
Municipal Tax Levied	-90281	-92723	-117581	0
Frontage Taxes	-87464	-87844	-90475	0
1% Taxes (Hydro and Telus)	-5503	-25825	-25900	-184
Grants in Lieu of Taxes	-8032	-16010	-14865	0
Services Supplied to other Governments	-6524	-4000	-6074	0
Garbage Collection Services	-13499	-13419	-13821	0
Licences and Permits	-4812	-10414	-13000	-230
Rentals	-11200	-20915	-24485	-1260
Investment Income	-500	-1427	-1400	0
Penalties & Interest on Taxes	-5500	-619	-8800	0
Other Income	-205612	-230887	-234050	-420
Wells Barkerville Comm Forest dividends	-96662	-96662	-228859	-228859
Unconditional Grants	-461606	-435000	-435000	-117000
Conditional Grants	-149968	-169075	-144231	0
Collections for Other Governments	-127073	-77383	-166415	0
OCP In-Kind Donation	-100000	-82700	-17300	
Transfers from old Integris Fund		112576		
Gen. Cap Fund--Government	-30000	-471181	-440851	-103851
Water Fund--Sales and Other	-102305	56570	-110063	0
Sewer Fund--Sales and Other	-43690	-50891	-93700	0
DONATIONS FOR PLAYGROUND (WAACA)	-28150	-28150	-28150	-28150 held in trust for WAACA
Totals	-\$ 1,578,381.00	-\$ 1,745,979.00	-\$ 2,215,020.00	-\$ 479,954.00
Expenses				
Legislative Costs	53135	35315	36654	8165
Administration (HR)	407000	366692	440790	94331
Administration (General)	82795	99430	99891	27029
Utility Administration	55000	0	0	0
OCP Re-Write (In-kind donation)	100000	69450	30550	13550
Community Hall	32750	107245	82000	13809
Municipal Hall	17500	7459	145000	3642
Wells School	66200	42543	105000	24923
Visitor Info Centre	6500	9676	4000	630
Fire Bridgade-General	45975	30039	28400	6285
Fire Bridgade-Communications	2500	818	2020	846
Fire Bridgade-Fire Hall	14100	21883	84000	5835
Fire Bridgade-Vehciles	2950	2233	3170	48
Building Inspections	10000	5214	14000	4888
Public Works-General	113500	125741	125500	24422
Public Works-Street Lights	8000	8149	8500	2130
Public Works-Garbage Collection	15000	14897	15212	3322
Public Works-Spring Clean-up	1000	0	1000	0
Economic Development	17700	9015	17200	5094
Community Planning	90912	13250	-148912	1695
Community Development	39500	36604	43600	5260
Debt Services (Bank Fees)	1215	528	1200	0
Collections for Other Governments	122435	110226	166415	0
General Capital Fund-Equipment	5000	4860	6000	0
Emergency Program Projects	30500	8291	12000	1423
Water Capital Fund	-85216	0	0	0 disregard-prov says we don't use this - no acct
Water Fund Administration	20000	28667	21690	1673
Water Fund Distribution	28400	56427	21000	1188
Water System Facilities	35700	10937	43050	3962
Water System-Emergency Water	0	9781	0	0
Water System-Hydrants Maintenance	3000	0	3000	0
Sewer-Admin	7500	3826	16290	1923
Sewer-Collection System	15900	32826	215164	3593

Sewer-Facilities	11650	1460	11350	229
Sewer-Lagoon Facility	19500	11962	22500	3547
Election Expenses			10000	5209
PLAYGROUND DEVELOPMENT (WAACA)	28150	0	28150	28150 held in trust for WAACA
Totals	\$ 1,425,751.00	\$ 1,285,444.00	\$ 1,715,384.00	\$296,801.00

R or E	Category	Account	Item	2021 Actual	2022 Provisional	Notes
Revenue	Municipal Taxes Levied	01-1-110-010	Gen. & Debt - Residential	-51603	-57700	-74289
Revenue	Municipal Taxes Levied	01-1-110-020	Gen. & Debt - Utilities	-2114	-2217	-2285
Revenue	Municipal Taxes Levied	01-1-110-030	Gen. & Debt - Major Industry	-36564	0	0
Revenue	Municipal Taxes Levied	01-1-110-050	Gen. & Debt - Business/Other	0	-29970	-37462
Revenue	Municipal Taxes Levied	01-1-110-080	Gen. & Debt - Tax Adjustments	0	-2836	-3545
Revenue	Frontage Taxes	01-1-130-010	Sewer Parcel Taxes	-36960	-38640	-39795
Revenue	Frontage Taxes	01-1-130-010	Water Parcel Taxes	-46604	-45384	-46745
Revenue	Frontage Taxes	01-1-130-010	Garbage Parcel Taxes	-3900	-3820	-3935
Revenue	1% Taxes	01-1-140-001	BC Telephone (Sect 353)	-1053	-7890	-7900
Revenue	1% Taxes	01-1-140-005	BC Hydro (Sect 353)	-4450	-17935	-18000
Revenue	Grants In Lieu of Taxes	01-1-210-002	GIL-Federal Government	-7148	0	-7365
Revenue	Grants In Lieu of Taxes	01-1-210-003	GIL-Provincial Government	-884	-16010	-7500
Revenue	Services Provided to Other Governments	01-1-320-001	Barkerville FP Mutual Aid	-4450	-4000	-4000
Revenue	Services Provided to Other Governments	01-1-320-004	CRD Fire Protection Tax Transfer	-1569	0	-1569
Revenue	Services Provided to Other Governments	01-1-320-005	Street Lighting-Prov. Government	-505	0	-505
Revenue	Garbage Collection Services	01-1-500-005	Commercial Garbage Collection Fees	-7179	-7179	-7394
Revenue	Garbage Collection Services	01-1-500-006	Residential Garbage Collection Fees	-6320	-6240	-6427
Revenue	Licences & Permits	01-1-510-004	Building/Plumbing Permits	-3537	-10414	-10500
Revenue	Licences & Permits	01-1-510-005	Sub-Division/Rezone/Variance Fees Permits	-1275	0	-2500
Revenue	Rentals	01-1-530-004	Community Hall Rentals	-1200	-89	-3500
Revenue	Rentals	01-1-530-005	CRD Library Agreement	-2500	-5985	-5985
Revenue	Rentals	01-1-530-006	Wells-Barkerville School Rentals	-1200	-7430	-7500
Revenue	Rentals	01-1-530-007	School District 28 Agreement	-7500	-7500	-7500
Revenue	Investment Income	01-1-550-001	Interest on Investments	-500	-1427	-1400
Revenue	Penalties & Interest on Taxes	01-1-560-002	Penaty on Current Taxes	-3000	0	-3000
Revenue	Penalties & Interest on Taxes	01-1-560-003	Interest on Arrears Taxes	-2000	-351	-2900
Revenue	Penalties & Interest on Taxes	01-1-560-004	Interest on Delinquent Taxes	-500	-268	-2900
Revenue	Other Income	01-1-590-003	Sale of District Pins, Flags, Etc.	-200	0	-200
Revenue	Other Income	01-1-590-007	Gold Rush Circle Route (18/19)	0	-4000	0
Revenue	Other Income	01-1-590-011	Love Wells Project	-1200	-200	-1200
Revenue	Other Income	01-1-590-012	Coop Marketing	-1000	0	-1000
Revenue	Other Income	01-1-590-015	Fitness Centre Memberships	-750	-1520	-500
Revenue	Other Income	01-1-590-021	Barkerville Cemetary Revenue/Donations	-600	-650	
Revenue	Other Income	01-1-590-025	Miscellaneous Revenue	-105000	-127355	-230550
Revenue	Other Income	01-1-590-105	Property Tax Searches	-200	-500	-600
Revenue	Other Income	01-1-590-106	Community Forest Dividend	-96662	-96662	-228859
Revenue	Unconditional Grants	01-1-620-001	Prov Gov't - Small Community Prot. Grant	-461606	-435000	-435000
Revenue	Conditional Grants	01-1-710-001	NDIT Economic Dev Grants	-50000	-59733	-50000
Revenue	Conditional Grants	01-1-710-007	NDIT Marketing Grant-map & Brochures	-3500	0	-3500
Revenue	Conditional Grants	01-1-710-012	S. Wells Infrastructure Study Grant	-5619	0	-5619
Revenue	Conditional Grants	01-1-710-013	NDIT Grant Writer Grant	-8000	0	-8000
Revenue	Conditional Grants	01-1-710-016	Visitor Information Centre	-10000	9758	-10000
Revenue	Conditional Grants	01-1-710-113	NDIT Funding	0	-25000	0
Revenue	Conditional Grants	01-1-710-115	BC Climate Action Grant	-2849	0	-2849
Revenue	Conditional Grants	01-1-710-120	Federal Fuel Tax Transfer Grant	-65000	-67431	-64263
Revenue	Conditional Grants	01-1-710-121	Access to Health Care Grant	-5000	-26669	0
Revenue	Collections for Other Governments	01-1-980-991	Provincial School Tax	-65000	-71494	-89368
Revenue	Collections for Other Governments	01-1-980-992	Regional Hospital	-17258	322	-21572
Revenue	Collections for Other Governments	01-1-980-993	Municipal Finance Authority	-5	-5	-5
Revenue	Collections for Other Governments	01-1-980-994	B C Assessment Authority	-1140	-1113	-1392
Revenue	Collections for Other Governments	01-1-980-995	Regional District (Admin & Library)	-19050	3133	-23812

Revenue	Collections for Other Governments	01-1-980-996	Rural Refuse - CRD	-14420	1567	-18025	
Revenue	Collections for Other Governments	01-1-980-998	Policing Costs Recovery Tax	-10200	-9793	-12241	
Revenue	FUNDS HELD IN TRUST - WAACA	02-1-451-008	Donations for Playground	-28150	-28150	-28150	held in trust for waaca
Total General Operating Fund Revenues				-\$ 1,206,924.00	-\$ 1,213,780.00	-\$ 1,553,106.00	-\$351,077.00
Expenditures	Legislative Costs	01-2-110-090	Council Remuneration	27410	28569	16729	5546 Bylaw 172,2018
Expenditures	Legislative Costs	01-2-110-100	Council Incidentals	10525	0	11225	
Expenditures	Legislative Costs	01-2-110-207	Memberships & Subscriptions	1500	1355	1500	
Expenditures	Legislative Costs	01-2-110-234	Council Travel & Conferences	12500	3455	6000	2619 deposits on rooms for conventions-refundable if cancel
Expenditures	Legislative Costs	01-2-110-900	Council Contingency & Hosting	1200	1936	1200	
Expenditures	Administration (Human Resources)	01-2-120-110	Staff Salaries	332500	342541	366790	83664
Expenditures	Administration (Human Resources)	01-2-120-120	Medical & Insurance Premiums	25000	13713	25000	3800
Expenditures	Administration (Human Resources)	01-2-120-207	Composite Labor Load	30000	1606	30000	1360
Expenditures	Administration (Human Resources)	01-2-120-208	Memberships	3500	882	3500	155
Expenditures	Administration (Human Resources)	01-2-120-234	Travel & Conferences	7500	3942	7500	1195
Expenditures	Administration (Human Resources)	01-2-120-302	Staff Training	7500	4008	7500	0
Expenditures	Administration (Human Resources)	01-2-120-303	Recruitment Expenses	1000	0	500	157
Expenditures	Administration (General)	01-2-150-212	Copy Machine Service Contract	4000	2597	4000	693
Expenditures	Administration (General)	01-2-150-213	Telephone and Internet	5000	4337	5000	490
Expenditures	Administration (General)	01-2-150-221	Statutory Advertising	0	1671	2500	2170
Expenditures	Administration (General)	01-2-150-225	Office Supplies	6000	6124	6500	3315
Expenditures	Administration (General)	01-2-150-229	Vadim Lease & Service Contract	9345	18292	9800	0 2021-paid for two invoices
Expenditures	Administration (General)	01-2-150-240	Aduit Fees	15000	15000	15000	0
Expenditures	Administration (General)	01-2-150-242	Legal Fees	10000	14469	20000	10667
Expenditures	Administration (General)	01-2-150-250	Liability Insurance	10250	9126	9200	9521
Expenditures	Administration (General)	01-2-150-251	Fire Insurance	21500	24191	24191	0
Expenditures	Administration (General)	01-2-150-292	General Expense, Postage, Freight	1200	3055	3100	173
Expenditures	Administration (General)	01-2-150-294	Tax Sale Costs	500	568	600	0
Expenditures	Community Hall	01-2-190-120	OCP-Urban Systems (in-kind Osisko)	100000	69450	30550	13550
Expenditures	Community Hall	01-2-190-522	WCH Building Repairs & Maintenance	10000	90436	40000	2641
Expenditures	Community Hall	01-2-190-525	WCH Telephone	8750	1215	6000	490
Expenditures	Community Hall	01-2-190-585	WCH Electrical	0	5553	8000	2882
Expenditures	Community Hall	01-2-190-586	WCH Fuel	14000	10041	28000	7796
Expenditures	Municipal Hall	01-2-195-522	Town Hall Building Repairs & Maintenance	6000	861	115000	0 Quote of @\$110,000 for repairs needed for H&S
Expenditures	Municipal Hall	01-2-195-585	Town Hall Electricity	4500	3182	5000	1373
Expenditures	Municipal Hall	01-2-195-586	Town Hall Fuel	7000	3416	25000	2269 propane increase 300%
Expenditures	Wells/Barkerville School	01-2-196-296	Fitness Centre Expenses	500	0	500	0
Expenditures	Wells/Barkerville School	01-2-196-521	Geothermal Monitoring & Phone	2200	60	500	0
Expenditures	Wells/Barkerville School	01-2-196-522	School Maintenance	30000	21105	30000	462
Expenditures	Wells/Barkerville School	01-2-196-585	School Electricity	19000	12307	19000	3682
Expenditures	Wells/Barkerville School	01-2-196-586	School Fuel	14500	9071	55000	17477 propane increase 300%
Expenditures	Visitor Information Centre	01-2-197-505	VIC Operations	5000	3099	2500	574
Expenditures	Visitor Information Centre	01-2-197-522	VIC Repairs and Maintenance	1000	6123	1000	0
Expenditures	Visitor Information Centre	01-2-197-585	VIC Electricity	500	454	500	56
Expenditures	Fire Brigade - General	01-2-230-213	Firehall Telephone	1750	1861	2000	490
Expenditures	Fire Brigade - General	01-2-230-225	Fire Hall Supplies & Equip	30000	24287	5000	1795
Expenditures	Fire Brigade - General	01-2-230-234	Fire Dept Travel & Conferences	2000	0	2000	0
Expenditures	Fire Brigade - General	01-2-230-283	Fire Practice and Training	9825	3740	17000	4000 with firechief remuneration
Expenditures	Fire Brigade - General	01-2-230-395	Group Life/WCB For Volunteers	2400	151	2400	0
Expenditures	Fire Brigade - Communications	01-2-236-516	Com Gear Repairs & Repl	1300	0	1200	0
Expenditures	Fire Brigade - Communications	01-2-236-570	Radio Licence	1200	818	820	846
Expenditures	Fire Brigade - Fire Hall	01-2-240-522	Firehall Building Repairs & Maintenance	8100	10347	68000	0 Quote of @\$60,000 to repair needed for H&S
Expenditures	Fire Brigade - Fire Hall	01-2-240-580	Firehall Propane	5000	10593	15000	5835 propane increase 300%
Expenditures	Fire Brigade - Fire Hall	01-2-240-585	Firehall Electricity	1000	943	1000	0
Expenditures	Fire Bridage - Vehicles	01-2-244-190	Fire Truck Inspection and Certification	0	536	550	0
Expenditures	Fire Bridage - Vehicles	01-2-244-250	Fire Truck Insurance	1950	1616	1620	0
Expenditures	Fire Bridage - Vehicles	01-2-244-450	Fire Truck Fuel	500	81	500	48
Expenditures	Fire Bridage - Vehicles	01-2-244-510	Fire Truck Maint & Repairs	500	0	500	0
Expenditures	Building Inspection	01-2-260-110	Building Inspection Service Contract	10000	5214	14000	4888

Expenditures	Public Works General	01-2-300-302	Public Works Road Maint Contract	96000	87892	96000	22353	contract to July 2022
Expenditures	Public Works General	01-2-300-303	Public Works Contract Equipment	5000	21551	10000	0	2021 higher - grant funds will cover for the overage
Expenditures	Public Works General	01-2-300-304	PW Contract Equipment-Snow	0	4077	5000	878	BGM covers until atleast 2023- normally \$50K average
Expenditures	Public Works General	01-2-300-450	PW Supplies & Equipment	10000	12208	12000	615	
Expenditures	Public Works General	01-2-300-452	Ditching and Drainage	1000	0	1000	0	
Expenditures	Public Works General	01-2-300-453	Custodial Supplies	1500	13	1500	576	
Expenditures	Public Works - Street Lighting	01-2-328-585	St. Light Electricity	8000	8149	8500	2130	
Expenditures	Public Works - Garbage Collection	01-2-400-350	Public Works - Garbage Collection Contract	15000	14897	15212	3322	Busted Knuckle contract until 2024
Expenditures	Public Works - Spring Cleanup	01-2-420-350	Annual Cleanup Campaign	1000	0	1000	0	
Expenditures	Economic Development	01-2-620-309	Co-operative Marketing	5000	4335	5000	4438	
Expenditures	Economic Development	01-2-620-310	Grant Writer Services (Grant)	8000	0	8000	0	cancelled
Expenditures	Economic Development	01-2-620-311	Marketing and Advertising	3500	2492	3000	656	
Expenditures	Economic Development	01-2-620-312	Love Wells (Grant)	1200	2188	1200	0	
Expenditures	Community Planning	01-2-640-268	OCF Community Planning (Grant)	0	13250	-58000	1695	rdf funding from 2016/17
Expenditures	Community Planning	01-2-640-269	South Wells Infrastructure Study (Grant)	5912	0	-5912	0	funding from 2017
Expenditures	Community Planning	01-2-640-274	Rural DF - MUN Boundary Exp Study (Grant)	85000	0	-85000	0	funding from 2016/17
Expenditures	Community Development	01-2-670-003	Photo Video	500	0	500	0	
Expenditures	Community Development	01-2-670-004	Website Maintenance	2000	931	1100	245	
Expenditures	Community Development	01-2-670-021	Barkerville Cemetery	500	0	500	0	
Expenditures	Community Development	01-2-670-221	Marketing and Economic Development	0	2762	6000	0	with 3500.00 for brochure project
Expenditures	Community Development	01-2-670-225	Community Bus (Grant)	24000	22911	23000	5015	
Expenditures	Community Development	01-2-670-227	Post Secondary School Bursary	1000	0	1000	0	
Expenditures	Community Development	01-2-670-260	Community Events	1500	0	1500	0	
Expenditures	Community Development	01-2-670-270	Local Grants In Aid	10000	10000	10000	0	
Expenditures	Gateway Project	01-2-671-120	CEPIP - Ice Rink Revitalization (Grant)			428851	325000	Algonquin contracting ltd.
Expenditures	Debt Services	01-2-800-010	Interest & Bank Charges	1215	528	1200	0	
Expenditures	Trans to Own Funds & Reserves	01-2-822-021	Transfer to Cemetery Reserve	100	0	0	0	
Expenditures	Trans to Own Funds & Reserves	01-2-822-727	Transfer to Furture Year Gen. Op. Fund	0	112576	0	0	Transfer from Integris to TDCT Chq Acct
Expenditures	Collections for Other Governments	01-2-870-990	Prov School Tax Hog Claimed	58482	47637	89368	0	Now Through Province
Expenditures	Collections for Other Governments	01-2-870-992	Regional Hospital	17258	17258	21572	0	
Expenditures	Collections for Other Governments	01-2-870-993	Municipal Finance Authority	5	5	5	0	
Expenditures	Collections for Other Governments	01-2-870-994	B C Assessment Authority	1140	1140	1392	0	
Expenditures	Collections for Other Governments	01-2-870-995	Regional District (Admin & Library)	19050	19050	23812	0	
Expenditures	Collections for Other Governments	01-2-870-996	Regional District - Rural Refuse	14500	14500	18025	0	
Expenditures	Collections for Other Governments	01-2-870-998	BC School/Police Taxes	12000	10636	12241	0	
Expenditures	Election expenses	01-2-160-450	ELECTIONS			10000	5209	2021/22 by election and 2022 General Election
			Totals General Operating Fund Expenses	\$ 1,250,767.00	\$ 1,228,983.00	\$ 1,744,041.00	\$568,811.00	
			General Operating Fund Totals	\$ 43,843.00	\$ 15,203.00	\$ 190,935.00	\$217,734.00	2022-must minus the missing gas tax funds \$158,000
Revenue 02	Government & Other Grants	02-1-450-002	Prov Govt - NITP Grant	0	-181	0	0	
Revenue 02	Government & Other Grants	02-1-450-011	Mia Safety Grant	0	-3000	0	0	
Revenue 02	Government & Other Grants	02-1-450-016	CERIP - Ice Rink Funding	0	-461000	-428851	-103851	
Revenue 02	Government & Other Grants	02-1-450-019	Job Opportunties Program	-5000	-7000	-12000	0	
Revenue 02	Government & Other Grants	02-1-450-021	Provincial Com/Health/Connections Grant	0	0	0	0	
Revenue 02	Government & Other Grants	02-1-450-022	Misc. Govt Grant	-25000	0	0	0	
Expenses 02	Equipment Purchases	02-2-401-302	Capital Office Equipment	2000	4431	2000	0	
Expenses 02	Equipment Purchases	02-2-401-303	Website Software Upgrade	1000	0	0	0	
Expenses 02	Equipment Purchases	02-2-401-305	Computer Equipment	0	429	2000	0	
Expenses 02	Equipment Purchases	02-2-401-309	Groundskeeping Equip	2000	0	2000	0	
Expenses 02	Emergency Program Projects	02-2-411-303	Communications Equipment	500	0	3500	0	
Expenses 02	Emergency Program Projects	02-2-411-304	Wells and Area Emercengency Prepardness	30000	8291	8500	1423	
Revenue 03	Water Capital Government & Other Grants	03-1-450-001	Water Capital Provincial Government	-85216	0	0	0	
Expenses 03	Water Capital Government & Other Grants		Water Capital Provincial Government	0	0	0	0	
Revenue 04	Sewer Capital		Sewer Capital	0	0	0	0	
Expenses 04	Sewer Capital		Sewer Capital	0	0	0	0	
Revenue 05	Water Fund	05-1-100-100	Water User Fees	-53000	52970	-54560	0	
Revenue 05	Water Fund	05-1-100-400	Water Service Connection Fees	-2400	3600	-7200	0	
Revenue 05	Water Fund	05-1-300-100	Water Service On & Off Charges	-300	0	-300	0	
Revenue 05	Water Fund	05-1-700-100	General Revenue - Parcel Taxes Water	-46605	0	-48003	0	

Expenses 05	Water Fund	05-2-100-234	Utility Conference, Travel, Training	4500	0	4500	0
Expenses 05	Water Fund	05-2-100-570	Water Permits & Licenses	1500	550	1500	0
Expenses 05	Water Fund	05-2-100-800	Vehicle Gas, Insurance, ETC	14000	28117	15690	1673
Expenses 05	Water Fund	05-2-200-302	New Service Connection-Water	2400		5000	0
Expenses 05	Water Fund	05-2-200-452	Water Dist. Materials	15000	4253	6500	1188
Expenses 05	Water Fund	05-2-200-453	Water Dis. Maintenance	10000	52174	8500	0 2021-Lead Investigations Engineers BGM Reimbursed
Expenses 05	Water Fund	05-2-200-455	Water System Testing	1000	0	1000	0
Expenses 05	Water Fund	05-2-300-213	Water Facilities Telephone	1200	1153	1200	114
Expenses 05	Water Fund	05-2-300-214	Water System Alarm Monitoring	500	120	350	115
Expenses 05	Water Fund	05-2-300-300	Water Facility Repairs and Maint.	8000	0	31500	0 Reservoir cleaning required @\$15000 & new pump
Expenses 05	Water Fund	05-2-300-302	Water Filter Operations	8000	0	0	0 old acct- no longer
Expenses 05	Water Fund	05-2-300-585	Water Pump House Electricity	18000	9664	10000	3733
Expenses 05	Water Fund	05-2-400-450	Emergency Water Supply	0	9781	0	0 currently have credit on acct
Expenses 05	Water Fund	05-2-600-450	Hydrant Maintenance	3000	0	3000	0
Revenue 06	Sewer Fund	06-1-100-100	Sewer Utility User Fees	-4800	-47291	-48710	0
Revenue 06	Sewer Fund	06-1-100-400	Sewer Service Connection Fees	-2200	-3600	-7200	0
Revenue 06	Sewer Fund	06-1-700-100	Sewer Parcel Taxes	-36690	0	-37790	0
Expenses 06	Sewer Fund	06-2-100-570	Sewer Permits & Licenses	500	563	600	150
Expenses 06	Sewer Fund	06-2-100-800	Vehicle Gas, Insurance, ETC	7000	3263	15690	1773
Expenses 06	Sewer Fund	06-2-200-120	New Sewer Connection Charges	2400	0	5000	0
Expenses 06	Sewer Fund	06-2-200-302	Sewer Line Annual Flushing	5000	0	3500	0
Expenses 06	Sewer Fund	06-2-200-450	Sewer System Repairs & Maint.	8500	32826	206664	3593 Sewer Treatment Investigations/Feasibility Study
Expenses 06	Sewer Fund	06-2-275-213	Sewer Facilities Telephone	1100	916	1000	114
Expenses 06	Sewer Fund	06-2-275-214	Sewer Facility Alarm Monitoring	550	349	350	115
Expenses 06	Sewer Fund	06-2-275-510	Sewer Lift Station Repair and Maint.	10000	195	10000	0
Expenses 06	Sewer Fund	06-2-300-250	Sewer Lagoon Repairs & Maint	7000	3063	7500	516
Expenses 06	Sewer Fund	06-2-300-325	Sewer Facilities Electricity	10000	8899	10000	3031
Expenses 06	Sewer Fund	06-2-300-455	Sewer - Environmental Testing	2500	0	5000	0
Expenses 02	Playground Development	02-2-415-507	Playground Development- WAACA trust	28150	0	28150	0 held in trust for WAACA by DOW
Expenses 02	Election Expenses	01-2-160-450	Election Expenses			10000	5209 2021/22 by-Election and 2022 General Election



District of Wells

Meeting Date	April 19, 2022
Report Date:	April 13, 2021
Memo to:	Mayor and Council
From:	Donna Forseille, Chief Administrative Officer
Subject:	Five Year Financial Plan Bylaw No. 204, 2022

Purpose/Issue:

The purpose of this report is to request that Council receives the Five Year Financial Plan Bylaw No. 204, 2022 and considers first, second and third reading of the bylaw, as circulated.

Background / Analysis:

The District of Wells is annually required to produce a financial plan projecting the municipality's operational and capital revenues and expenditures for the next five years. As part of the process to develop the District's 2022-2026 financial plan the annual budgets for 2019-2021 as well as the financial plans for 2019-2021 were reviewed to help confirm baseline operational and capital financial requirements.

A process of public consultation is required before Council can adopt the Five Year Financial Plan bylaw. It is recommended that Council receives public input (if any) on the Five Year Financial Plan Bylaw No. 204, 2022 before considering final reading of the bylaw.

Please note the 2022 provisional budget for the District of Wells that was recently presented to Council forms part of the foundation for the preparation of the District's 2022-2026 Five Year Financial Plan bylaw. Major projects proposed in the 2022 budget include:

- The continuing of the Official Community Plan re-writing with the commissioned consultants, Urban Systems which commenced in 2021(cost \$100,000 – donated to the District by Barkerville Gold Mines (BGM));
- Wells Outdoor Ice Rink Revitalization Project (estimated costs \$461,000 to \$600,000- funded by Canada infrastructure grant/s and in-kind donations);
- Sustain road maintenance and snow clearing contracts (\$96,000 to \$150,000 approximately);
- Water and Sewer Infrastructure investigations and assessments (\$200,000 +/- with the assistance of Barkerville Gold Mines (BGM))
- Health and Safety updates to the Municipal Hall, Fire Hall and Community Hall (cost estimation of \$190,000)

Other Notes of interest:

- Covid- 19 has impacted the District of Wells Facility Rental Revenues and is anticipated to continue impacting the District for atleast another year.
- The current state of repair of the Community Cultural and Recreation Facility Building (school building) has also resulted in some rental revenue losses.
- District Staff have recommended a 3% annual increase to Municipal Taxes. Please note that this 3% increase is ONLY added to the Municipal base taxes and NOT to any other taxes which tax amounts are dictated by the province (i.e. CRD, School Tax, Police Tax, MFA, etc)

PROPERTY CLASSIFICATION	General Municipal Tax rate 2020 (per \$1000 of Assessed Value)	General Municipal Tax Rate 2021 (per \$1000 of Assessed Value)	Difference per \$1000 assessed value of home/yr
1 Residential	3.4289215	3.531789145	0.102867645
2 Utility	26.359863	27.15065889	0.79079589
4 Major Industry	15.5673273	16.14347119	0.57614389
5 Light Industry	15.5673273	16.14347119	0.57614389
6 Business/Other	10.5439452	10.884347119	0.340401919
7 Managed Forest	3.4289215	3.531789145	0.102867645
8 Rec/Non-profit	3.4289215	3.531789145	0.102867645
9 Farm	3.4289215	3.531789145	0.102867645

- Staff are seeing some new homes being built and anticipate future developments over the next 5 year period. Should the concentrator for the Cariboo Gold Project move forward within municipal boundaries that will substantially increase the amount of industrial taxes to the District.
- In 2022, the District had hopes to be awarded a grant to update and repair the Community Cultural and Recreation Facility Building (school building). Staff and Committee members have hopes of increased facility rental fees, but given the building will take time to complete construction and the current pandemic limiting Community venue facility rentals it is hard to justify a large increase to revenues in that area for the immediate future. For now, the per usual revenues based on the last few years has been used to assist in estimating the revenues.

Both the Tax Rate Bylaw and the Five Year Financial Bylaw must be passed by May 14th, 2022.

Budget, Policy, Staffing:

None

Legal Considerations:

The District must pass a Five Year Financial Plan Bylaw annually, for 2022 the deadline is May 14, 2022.

Section 135 of the BC Community Charter

Options / Recommendations:

That Council:

1. Receives the proposed District of Wells 2022-2026 Five Year Financial Bylaw No. 204,2022, as circulated;
2. Gives First, Second and Third Readings to the District of Wells 2022-2026 Five Year Financial Bylaw No. 204,2022; and
3. Directs Staff to publish notification of Public Consultation on the District of Wells 2022 – 2026 Five Year Financial Bylaw No. 204, 2022 to be held at the next Regular Council Meeting of Tuesday May 3, 2022.

Donna Forseille
Chief Administrative Officer

Attachment:

District of Wells 2021-2025 Five Year Financial Plan Bylaw No. 204, 2022



DISTRICT OF WELLS
BYLAW NO. 204,2022

A BYLAW OF THE DISTRICT OF WELLS TO ESTABLISH THE FINANCIAL PLAN FOR THE YEARS 2022 to 2026.

WHEREAS Section 165 (1) of the Community Charter requires the District Council to have a financial plan that is adopted by bylaw; and

WHEREAS the District Council has undertaken a process of public consultation regarding the proposed financial plan in accordance with Section 166 of the Community Charter.

NOW THEREFORE the Council of the District of Wells, in open meeting assembled, enacts as follows:

1. That Schedule "A", as attached hereto and made part of this bylaw, is hereby adopted as the 5-year Financial Plan of the District of Wells for the years 2022 to 2026.
2. That Schedule "B", as attached and made part of this bylaw, is hereby adopted as the 5-year Capital Expenditure program of the District of Wells for the years 2022 to 2026.
3. That Schedule "C", as attached and made part of this bylaw, is hereby adopted as the 5-year Financial Plan Statement of the District of Wells for the years 2022 to 2026.
4. This Bylaw may be cited for all purposes as the "District of Wells Financial Plan Bylaw No. 204, 2022".

READ FIRST READING this _____ day of _____, 2022.

READ SECOND READING this _____ day of _____, 2022.

READ THIRD READING this _____ day of _____, 2022.

PUBLIC HEARING held this _____ day of _____, 2022.

READ FINAL READING this _____ day of _____, 2022.

Donna Forseille, CAO

Ed Coleman, Mayor

Certified that this is a true and correct copy of District of Wells Five Year Financial Plan Bylaw No. 204, 2022 as adopted by Council Resolution # _____ dated the _____ day of _____, 2022.

DISTRICT OF WELLS
District of Wells Five Year Financial
Bylaw No. 204, 2022
Schedule "A"

DISTRICT OF WELLS: 2022-2026 Financial Plan

REVENUES	2022	2023	2024	2025	2026
Property Taxation	\$ 208,056	\$ 214,297	\$ 220,726	\$ 227,348	\$ 234,168
Grants-in-Lieu of Taxes	\$ 14,865	\$ 15,162	\$ 15,465	\$ 15,775	\$ 16,090
Services for Other Governments	\$ 6,074	\$ 6,195	\$ 6,320	\$ 6,446	\$ 6,575
Other Revenues	\$ 117,656	\$ 120,009	\$ 122,409	\$ 124,858	\$ 127,355
Wells Community Forest Revenues	\$ 228,859	\$ 104,740	\$ 104,740	\$ 104,740	\$ 104,740
Government Grants	\$ 1,006,851	\$ 5,443,460	\$ 435,000	\$ 3,435,000	\$ 435,000
Other Grants	\$ 265,705	\$ 108,200	\$ 108,200	\$ 108,200	\$ 108,200
Transfers From Restricted Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Users fees	\$ 203,763	\$ 207,838	\$ 211,995	\$ 216,235	\$ 220,560
GAS TAX Funds (restricted reserve)	\$ 64,263	\$ 64,263	\$ 64,263	\$ 64,263	\$ 64,263
Donations	\$ 230,550	\$ 2,404,540	\$ -	\$ -	\$ -
Transfer From General Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer From Previous Year Surplus	\$ -	\$ 0	\$ (0)	\$ 0	\$ 0
TOTAL	\$ 2,346,632	\$ 8,688,701	\$ 1,339,118	\$ 4,302,865	\$ 1,316,951
EXPENDITURES	2022	2023	2024	2025	2026
General Government Services	\$ 587,335	\$ 599,081	\$ 580,937	\$ 592,556	\$ 604,407
Protective Services (WVFB & Hall)	\$ 199,590	\$ 109,590	\$ 111,782	\$ 114,017	\$ 116,298
Public Works	\$ 150,212	\$ 153,216	\$ 156,280	\$ 159,406	\$ 162,594
Development Services & Planning	\$ 365,262	\$ 64,994	\$ 66,294	\$ 67,620	\$ 68,972
Water Utility Operations	\$ 88,740	\$ 90,515	\$ 92,325	\$ 94,172	\$ 96,055
Sewer Utility Operations	\$ 265,304	\$ 55,641	\$ 56,753	\$ 57,888	\$ 59,047
Municipal Property Operations	\$ 254,000	\$ 66,610	\$ 67,943	\$ 69,301	\$ 70,687
Debt Principal	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	\$ 428,851	\$ 7,413,000	\$ -	\$ 3,000,000	\$ -
Fiscal Charges	\$ 1,250	\$ 1,288	\$ 1,326	\$ 1,366	\$ 1,405
TOTAL	\$ 2,340,544	\$ 8,553,935	\$ 1,133,640	\$ 4,156,326	\$ 1,179,465
Balance	\$ 6,088	\$ 134,766	\$ 205,478	\$ 146,539	\$ 137,486
To Cemetery Restricted Reserve	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
To Fed Fuel Tax Restricted Reserve	\$ 0	\$ -	\$ -	\$ -	\$ -

DISTRICT OF WELLS

Accumulated Surplus (Gen Reserve)	\$ -	\$ -	\$ -	\$ -	\$ -
Surplus tranferred to Future Year	\$ 6,088	\$ 134,766	\$ 205,478	\$ 146,539	\$ 137,486
General Reserve at year end					
	\$232,494	\$233,775	\$235,057	\$236,342	\$237,632
Fed Fuel Tax Reserve at year end	\$0	\$0	\$0	\$0	\$0
Cemetary Reserve at year end	\$1209	\$1,309	\$1,409	\$1,509	\$1,609
Jan 1, 2022 General Reserve:					
					\$232,493.87
Jan 1, 2022 Restricted Reserve: Fuel Tax					
					-\$64,263
Jan 1, 2022 Restricted Reserve: Cemetery					
					\$1109.32

Capital projects are all externally funded. (see Government Grants in table)

Rewriting of the Official Community Plan commenced January 2021, ETA for completion is June 2022.

Small expansion of tax base

3% Rate Increase on annual Property Taxes (GEN MIL RATE ONLY)

2% inflation average annually (revenues and expenses)

Sewer Treatment Facility Feasibility Assessment to commence May 2022.

2023 Sewer Treatment Facility Replacement commencement (subject to funding) \$6,200,000.00

2022 Ice rink Revitalization Project commenced (Grant for \$461,000 awarded in 2021)

2022 Emergency Repairs to the Fire Hall, Municipal Hall and Wells Community Hall (Health and Safety)

Proposed Cariboo Gold Project and potential growth of Tax Base by 2025/26

Assumes no major financial costs that cannot be covered by restricted reserves.

DISTRICT OF WELLS
DISTRICT OF WELLS
Bylaw No. 204, 2022

Schedule "B"

5 YEAR CAPITAL PLAN

REVENUES						
Revenues	2022	2023	2024	2025	2026	TOTAL
Gen. Operating Fund	\$190,000					\$190,000
Water Operating Fund						\$0
Sewer Operating Fund						\$0
Reserve Funds & Surplus						\$0
Project Grants	\$428,851	\$7,413,000		\$3,000,000		\$10,841,851
Local Improvement Levy						\$0
Short Term Borrowing						\$0
Long Term Borrowing						\$0
Federal Fuel Tax Contributions	\$64,236	\$64,236	\$64,236	\$64,236	\$64,236	\$321,180
						\$0
TOTAL REVENUE	\$683,087	\$7,477,236	\$64,326	\$3,064,236	\$64,236	\$11,453,031
EXPENDITURES						
Expenditures	2022	2023	2024	2025	2026	TOTAL
PLANNING & DEVELOPMENT						
Community Planning/Dev.						\$0
Community Forest						\$0
Water Utility						\$0
Sewer Utility						\$0
Land and Civic Buildings						\$0
Public Works						\$0
TOTAL PLANNING	\$0	\$0	\$0	\$0	\$0	\$0
LAND & BUILDINGS						
Civic Buildings	\$130,000			\$3,000,000		\$3,130,000
Fire Dept. & EOC	\$60,000					\$60,000
Public Works						\$0
Land						\$0
Recreation	\$428,851					\$428,851
TOTAL BUILDINGS	\$618,851	\$0	\$0	\$3,000,000	\$0	\$3,618,851
ENGINEERING STRUCTURES						
Streets						\$0
Sidewalks						\$0
Water		\$701,000				\$701,000

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Sewer		\$6,200,000				\$6,200,000
Storm Drainage						\$0
Misc. Public Works						\$0
Parks						\$0
TOTAL ENGIN. STRUCT.		\$6,901,000			\$0	\$6,901,000
SUBTOTAL PROJECTS		\$6,901,000			\$0	\$6,901,000
EQUIPMENT						
Public Works						
Office/Recreation						
Fire Department						
SUBTOTAL EQUIPMENT		\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$618,851	\$6,901,000		\$3,000,000		\$10,519,851

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Bylaw 204, 2022

Schedule "C"

2022 FINANCIAL PLAN STATEMENT

General Summary

In the past, the District of Wells enjoyed a period of relative financial security resulting from a number of positive contributing factors. Beginning in 2013, however, it was projected that increasing operational and capital costs would result in the District facing a deficit that would, in the absence of new sources of revenue, increase annually. The District has a financial reserve which could be used to help address this shortfall; however, continuous deficits over an extended period of time for the municipality is not sustainable. In 2017, the municipality had begun to receive new revenues from the Wells-Barkerville Community Forest Limited company which it owns. Those revenues were interrupted due to the decline in the Forestry Market resulting in no annual harvest of the Community Forest in 2019 to 2021 with the anticipation of further possibility of no annual harvests until the Forest Market improved. In late 2020, the District was advised that Community Forest Harvests would once again commence as the Forest market had improved. In early 2021 the District received revenues of \$96,662 (or 50% of the Harvest profits). At the start of 2022, the District received revenues of \$228,859.00, which exceeded the anticipated \$96,662 budgeted. These revenues are also dependent on many factors and could be adversely affected by unforeseen events such as wildfires. Caution should therefore be exercised so that the District of Wells is not completely dependent on revenues from the Wells-Barkerville Community Forest. It is important too that the District of Wells continue to seek creative solutions to help address its financial requirements.

The District of Wells also owns many heritage buildings and aging infrastructure that are all starting to show a need for upgrades and major renovations. The District of Wells continues to see an annual loss of revenues due to the operational expense and limited rental revenues of at least two of these properties. The challenge is that the two properties are of vital importance to the Community as they are the Community HUBS. However, they are also the two largest heritage properties the District owns and therefore the most expensive to maintain and operate.

In efforts to find more creative sources of revenue for the municipality, staff and Select Committee members are currently working on new business models for future sustainability of these properties owned by the municipality. District Select Committees have applied for Canada Infrastructure funding to help revitalize the Community Facility Building and its surrounding green space. While the District was not successful in its applications for funding to repair and upgrade the building, staff have received official approval of funding to go towards the revitalization of the Community Outdoor Ice Arena and will continue to source funding streams in efforts of revitalizing the Community Cultural and Recreation Facility Building. Council may need to also consider the addition of higher property taxes to offset the costs of continuing to operate and maintain these Community buildings. Should extra revenues from these properties not be found regardless of grant awardments for their improvements, then

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the District may need to investigate going back to Core Essential Services only as to secure future sustainability of the Municipality.

Due to the challenges associated with the ongoing COVID-19 pandemic the District of Wells also anticipates a potential loss in ability to collect full property taxes during the financial hardships faced these past two years. The challenge of the unknowns has resulted in the Financial plan anticipating collection of full property taxes.

A further loss in rental revenues on municipally owned properties such as the Community Cultural and Recreation Facility Building and Community Hall have also resulted due to the pandemic and the current laws on Social Distancing and group gatherings.

Economic Recovery efforts once a “new normal” occurs after this pandemic is going to be crucial for our small municipality.

In the future additional steps should be considered to maintain the municipality for the long-term including:

1. In 2021 and thereafter continue the practice of implementing a 3% municipal tax increase every two to three years;
2. Review the District's Water and Sewer Specified Area User Rates Bylaws in order to more accurately reflect the cost of providing those services every two to three years;
3. Annually review the District's Comprehensive Fees and Charges Bylaw in order to more accurately reflect municipal costs for providing services;
4. Regularly review and amend the Garbage Collection Bylaw in order to accurately reflect the cost of providing that service;
5. Secure revenues from the Wells-Barkerville Community Forest within each harvest period to support the continued operation of the District;
6. Seek cost efficiencies to reduce municipal expenditures where feasible
7. Review and upgrade the Building Bylaw/s to reflect a higher rate for fees to build in the Community as to help offset the increased costs on the District for building inspections and statutory advertising; and
8. Moving forward the District should operate in a more economical model of the local government including trimming costs where possible and simplifying operations.

As the District strives for long-term financial sustainability future year cost reductions and revenue increases will be considered. Of particular importance is the continuation of the District's practice of undertaking capital projects only where substantial costs can be covered by external grants.

It should be noted that development of this plan requires making assumptions regarding the stability of future municipal revenues and expenditures and most importantly, the continuation of the British Columbia Small Communities Protection Grant program. Should any of these inputs vary substantially it will be necessary to make corresponding changes to the plan in future years.

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Proportion of Total Revenue from Each Funding Source

Table 1 below shows the proportion of total revenue to be raised under the Plan from each funding source in 2022. At 70.7 percent, grants continue to be the largest and most important source of revenue for the municipality. Comparatively, property value taxes, parcel frontage taxes, and grants in lieu of taxes in 2022 will account for a combined total of 12.5 percent of the District's revenue requirements. User fees for municipal services such as water and sewer utilities will account for an additional 4.8 percent. Transfers from Previous Year surplus amount to 0.00 percent of the District's annual expenditure. Other revenue from services provided to other levels of government, rentals and misc. charges make up the remaining 7.0 percent.

The above combination of grants, property taxes, user fees, and other revenue together will provide funding for the District in 2022. For matters of capital funding, it should be noted that most District capital projects are based around external funding opportunities such as grant programs which minimize the impact of capital works on local taxpayers. This requires flexibility when planning projects and traditionally has allowed a small community like Wells to undertake major projects that could not otherwise be funded. An exception to the requirement for flexible planning is the Federal Fuel Tax Program which provides stable annual funding for allowable capital projects.

Revenues from the Wells-Barkerville Community Forest (WBCF) are anticipated for the 2022 through 2025 years given the recent Forest Market improvements. The District does expect that over the current five-year harvest period the District can expect a 50/50 split of revenues as the principal shareholder. This anticipated amount was estimated in 2020 to be \$687,500 over the five-year term.

Table 1. Proportions of Total Revenue by Source

Revenue Source	% Total Revenue
Grants	70.7%
Property Value Taxes	7.0%
Parcel Frontage Taxes	5.0%
Utility fees and charges	4.8%
Grants in Lieu of Taxes	0.5%
Proceeds from borrowing	0%
Transfers from Previous Year Surplus	0%
Community Forest	5.0%
Other Revenue	7.0%
TOTAL	100.0%

Distribution of Property Taxes among Property Classes

Table 2 illustrates the percentage of total property value tax revenue to be collected from each property class in 2022.

Table 2. Percentage of Total Property Value Tax by Property Class

Property Class	% Property Value Taxes
Residential (Class 1)	58.0%
Utilities (Class 2)	2.8%
Major Industry (Class 4)	
Business (Class 6)	38.9%
Recreation/Non-Profit (Class 8)	0.3%
TOTAL	100.0%

Use of Permissive Tax Exemptions

The Annual Municipal Report for 2020 contains a list of permissive exemptions granted for the five-year (2020 to 2025) taxation years and the amount of tax revenue foregone. The list demonstrates the policy of Council that permissive exemptions are granted to registered not-for-profit organizations that form a valuable part of our community. These include historical societies, recreational and service organizations, and cultural institutions.

Tax Policy Statements

Policy Statement #1

Recognizing the fundamental requirement for the District of Wells to maintain a sustainable long-term financial position it is the policy of the District that property tax increases over the span of the Five-year Financial Plan should be the minimum necessary to meet that requirement.

Objective: The District of Wells will increase municipal taxes at the rate of 3% in each of the 5 years of the Financial Plan commencing in 2021.

Policy Statement #2

Within the context of the Financial Plan, Council recognizes that the District of Wells, having one of the smallest municipal tax bases in British Columbia, cannot unilaterally support municipal operations without substantial external sources of revenue. Furthermore, without the annual unrestricted Provincial Small Community Protection Grant and other sources of external revenue (e.g. Wells-Barkerville Community Forest) the District of Wells will be unable to financially sustain itself in the long term. Therefore, in order to sustain the municipality, it is the policy of the District to be a strong proponent for the continuation of senior government funding programs such as the B.C. Small Communities Protection Grant.

Objective: Over the five-year period of this financial plan, the District will be a strong proponent for the continuation of senior government funding programs for small municipalities in British Columbia and in particular for continuation of the B.C. Small Communities Protection Grant.

Policy Statement #3

The District of Wells shall actively pursue external grants and sources of revenue to fund existing operational programs and capital projects to minimize property tax impacts.

Objective: Over the five-year period of this financial plan, the District will minimize new operational and capital programs and projects that cannot be funded in whole or substantially by external funding and grant programs.

Policy Statement #4

The District shall endeavor to minimize negative impacts arising from future changes to the proportional relationship between the property classes for tax purposes.

Objective: To reduce impacts to the Community from drastic changes to property classes and taxation revenues.

Policy Statement #5

Council will continue to support permissive tax exemptions for eligible properties owned by local registered non-profit organizations.

Objective: Assist local registered non-profit organizations in the community through the administration of permissive tax exemptions for eligible properties.

Policy Statement #6

The District will seek cost efficiencies to reduce municipal expenditures where feasible.

Objective: To reduce municipal expenditures where feasible.